



DEPARTMENT OF CORRECTIONS

LaDonna H. Thompson
Commissioner

Kentucky State Reformatory
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Clark Taylor
Warden

MEMORANDUM

TO: KSR VISITATION ROOM

FROM: Aaron Smith,
Deputy Warden of Security

SUBJECT: Visitors being dropped off

DATE: October 29, 2013

Please be advised effective December 1, 2013 no visitors may be dropped off at the institution. All visitors must have transportation available from the institution in the KSR parking areas during their visit. Violations of this directive may result in a restriction of visiting privileges. Your cooperation in this matter is appreciated.

Cc: Clark Taylor, Warden
Visitation Room Staff
Kevin Mazza, Senior Captain
Scott Stewart, Administrative Captain
Captain's Office

